

PRE-PROPOSAL CONFERENCE AGENDA
RFP No. S19206
Next Generation High-Capacity Transit Study
3331 NORTH FIRST STREET BUILDING A, ROOM A-106
SAN JOSE, CA
November 6, 2019 at 10:00 a.m.

I. WELCOME/INSTRUCTIONS

Mary Talentinow, Contracts Manager

- **RFP Schedule** **Page 5**

ACTIVITY	DATE/TIME
Issue RFP	October 29, 2019
Pre-Proposal Conference	November 6, 2019 at 10:00 AM
Deadline to Submit Questions	November 13, 2019 at 4:00 p.m.
Deadline to Submit Proposal	November 25, 2019 at 4:00 p.m.
Interviews	Week of January 6, 2020

- **Designated Point of Contact** **Page 5**
- **Proposal Format and Content (length of proposal)** **Page 10**
- **Administrative Submittals (submit all forms; 9-11 N/A)** **Pages 17-24**
- **Exceptions to the Contract, Form 3** **Page 19**
 - All exceptions to the Contract terms and conditions must be stated on this form and submitted with the Proposal.
 - Only those exceptions submitted as part of the Proposal shall be considered during negotiations.

II. BUSINESS DIVERSITY PROGRAM POLICY: **Page 11**
 Olga Medina, Business & Diversity Program Manager

III. PROJECT OVERVIEW/SCOPE OF SERVICES **Pages 13-16**
 Jason Kim, Senior Transportation Planner
 Stephen Flynn, Senior Policy Analyst

- **Background & Expectations (see also Page 3)**
- **Project Completion Schedule**
- **PowerPoint Presentation**

IV. QUESTIONS & ANSWERS

All questions asked at the Pre-Proposal Conference are informal. Please e-mail important questions to the Designated Point of Contact by 4:00 p.m. on November 13, 2019.